



# PANHANDLE HEALTH DISTRICT

*Healthy People in Healthy Communities*

8500 N. ATLAS ROAD  
HAYDEN, IDAHO 83835  
<http://www2.state.id.us/phd1>

## DISTRICT 1 BOARD OF HEALTH MEETING 8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835 December 14, 2006 Minutes

**Members Present:** Marlow Thompson, Chair  
Allen Banks, Ph.D.  
Richard McLandress, M.D.

Chris Beck, Vice Chair  
Walt Kirby  
Dale VanStone

**Staff Present:** Jeanne Bock Tanya Chesnut Jerry Cobb Mary DeTienne  
Jim Fenton Dale Peck Lora Whalen  
Mashelle Kenney

**Guests Present:** Nancy Stricklin, PHD Attorney  
Art MaCumber, Attorney

Chairman Thompson called the Board of Health meeting to order at 1:30 p.m.

### Minutes—October 25, 2006, Board of Health Meeting and November 13, 2006, Special Board of Health Meeting - Marlow Thompson

Chairman Thompson asked if there were any corrections or changes to the minutes of the October 25, 2006, Board of Health meeting or the November 13, 2006, Special Board of Health meeting.

**MOTION:** Mr. Beck moved to approve the minutes of the October 25, 2006, Board of Health meeting and the minutes of the November 13, 2006, Special Board of Health meeting; seconded by Mr. Kirby. All in favor; motion carried. Minutes approved as submitted.

### Idaho Association of Boards of Health (IAB) Trustee By-Law Changes – Chris Beck

Mr. Beck provided copies of the proposed IAB by-law changes to the Board with the changes redlined. The by-laws do not reflect what is done today. Mr. Beck will attend the IAB meeting in Sun Valley to discuss the changes.

Dr. Banks asked Mr. Beck if he felt that the changes to the by-laws would be to the board's liking. Mr. Beck explained that the changes are mostly housekeeping and clarification of what "proxy" means. Chairman Thompson stated that last year, Board members instructed him to vote a certain way on issues by proxy, however, the issues changed during the meeting and he still had to vote per individual proxy instructions.

### Fiscal Report – Jim Fenton

#### ▪ Monthly Financials

- Cash balance for the month ending on November 30 was \$4,236,195, up \$400,000 from the previous month. The district still has an operating reserve of four months.

- Revenues – \$682,000 was received for the first half of the state appropriation. Licenses, Permits and Fees, which is mostly Environmental Health, had a negative variance of \$73,000. Home Health's negative variance has increased to \$204,000 and their revenue increased by \$56,000 from the previous month. Grants and Contracts had a positive variance of \$212,654.
  - Personnel expenditures were 4% under budget due to the health insurance premium holiday.
  - Operating expenditures had a \$218,000 positive variance. Mr. Fenton advised the Board that he would watch the line items with negative variances and revise budget if needed.
- **Mileage Reimbursement Change**  
The state mileage rate for personal travel will increase to \$.48.5 as of January 1, 2007. There is enough in the budget to cover the increase if the Board approves of the increase for the district.

**MOTION:** Mr. Kirby moved to follow the state guidelines and increase the personal vehicle mileage reimbursement rate to \$.48.5 per mile as of January 1, 2007; Seconded by Mr. VanStone. All were in favor; motion carried.

#### **Burke Canyon Update – Dale Peck**

Mr. Peck reported that there were 32 properties in Burke Canyon that directly discharged to the creek. To date, Environmental Health has received applications for all but five of the residences. Those five who have not yet responded were forwarded to DEQ for enforcement. Three of the systems have been permitted and installed. By July 1, 2007, all the systems will be installed or court action will be taken for those who have not complied. Funding and grants have been awarded for some of the residents. DEQ is working with the Attorney General on enforcement.

Mr. Kirby complemented Mr. Peck for walking into a delicate situation with positive outcomes. Mr. Peck responded that it was a team effort of Environmental Health staff.

#### **Director's Report – Jeanne Bock**

- **St. Maries Architectural Selection Recommendation and Contract Negotiations**  
Ms. Bock reported on the Board's direction for the Architectural Selection Committee to interview and provide a recommendation for an architectural firm to design the St. Maries building. The Selection Committee interviewed two architectural firms and recommends selection of Architect's West to design the St. Maries building.

**MOTION:** Mr. Kirby moved to accept the Selection Committee's recommendation that Architect's West be hired to design the St. Maries building; seconded by Dr. McLandress. Mr. Kirby, Dr. McLandress, Dr. Banks and Mr. VanStone in favor; Mr. Beck abstains; motion carried.

- **Fire and Critical Incident Policy Update Policy 1-18**

Doug Welch and the Safety Committee did an extraordinary job in preparing the updated Fire and Critical Incident Policy and plan. They incorporated all county office escape routes in the plan.

**MOTION:** Mr. Beck motioned to approve the updated Fire and Critical Incident Policy 1-18 as submitted; seconded by Dr. Banks. All were in favor; motion carried.

- **Board of Health Meeting Calendar for 2007**

The schedule was distributed to the Board of Health for 2007 with the meetings moved to the last Thursday of the month (except May 2007).

**MOTION:** Mr. Beck motioned to approve the 2007 Board of Health Meeting schedule as submitted; seconded by Mr. Kirby. All were in favor; motion carried.

- **St. Maries Building Update**

The Linnemeyer property by the cemetery does not need a split if they agreed to sell the property to PHD; however, no price has been given yet. Ms. Linnemeyer did indicate that it should be great savings over the previously considered downtown property. Ms. Bock will keep the Board apprised of any updates or changes.

**Executive Session – Pursuant to Idaho Code 67-2345**

**MOTION:** Dr. Banks moved that the Board go into Executive Session, pursuant to Idaho Code 67-2345, to discuss the Architectural Firm contract; seconded by Dr. McLandress. The motion carried and a roll call and vote was taken: Chairman Thompson, Mr. Kirby, Mr. VanStone, Mr. Beck, Dr. McLandress and Dr. Banks all present.

At 2:20 p.m., Chairman Thompson called the Board back to regular session.

**MOTION:** Dr. McLandress moved that Mr. Peck, Mr. Fenton and Ms. Bock work with Architect's West on a mutually agreed fee for their services; seconded by Mr. Kirby. All in favor, Mr. Beck abstains; motion carried.

The next Board of Health meeting is scheduled for January 25, 2007. There being no further business, the meeting adjourned at 2:21 p.m.

**Adjourn**



Marlow Thompson, Chairman

1/25/07

Date



Jeanne Bock, Director and  
Secretary to the Board

1/25/07

Date

## **Board of Health Meetings for 2007**

January 25

February 22

March 29

April 12

April 26

May 24

June 28

July 26

August 30

September 27

October 25

November - TBA

December - TBA